

LAMAR COUNTY

Welcome to this Lamar County Community Center! We hope that your event is successful and enjoyable. We ask for your cooperation in doing the following upon completion of your event to ensure that this building remains clean and functional for the next user. **The building must be cleaned on the day you use it, as soon as you are finished with your event. Also, as a reminder alcohol consumption and smoking is strictly prohibited in or on Lamar County Property. Failure to follow any rules or regulations will result in the forfeiture of your deposit.**

1. Using the cleaning supplies located in the building:
 - Remove all food debris from tables and chairs. Please ensure the tables are wiped free of any debris that might attract insect.
 - Place the tables and chairs in the store room.
 - Sweep and mop the floors.
 - Remove all food content from the refrigerator and the building.
 - Wipe off all counter tops, appliances and the sink.
 - Clean bathroom lavatory and ensure proper operation of the toilet by flushing it.
2. Empty all trash cans and **you must take the trash with you. There aren't any dumpsters available for public use, and the County doesn't pick up trash left at the centers. It is your responsibility to dispose of your trash.**
3. HVAC settings:
 - During the warm months leave the A/C on and set the thermostat to 78 degrees.
 - During the cold months leave the Heat on and set the thermostat to 68 degrees.
4. Music is allowed in the building with the exception of the Lamar Park Community Center.
5. Outside grilling is permitted; however, it cannot be done on the porch or deck.
6. Buildings cannot be used for the purpose of holding religious services.
7. **All events must end by 10:00pm. NO EXCEPTIONS.**

Additional information:

1. Keys must be returned within 3 business days after the completion of your event.
2. Keys cannot be duplicated or loaned to another individual for their use of the building due to scheduling conflicts and building security.
3. No commercial activity or events can occur on the property or in the building.
4. Roller skating and skate boarding is strictly prohibited on the property and in the building.
5. **DO NOT remove tables or chairs from building for any reason.**
6. Please ensure all doors are locked upon exiting the building.

This facility is for the exclusive use of Lamar County Residents and their guests. Please take pride and care in the use of it to ensure that Lamar County doesn't incur any unnecessary repair or cleaning expense.

Enjoy your event and should you need assistance please feel free to contact any of the following individuals:

Grant Hartfield – 601-543-6720

Karlee Johnson – 601-596-7562

Best Regards – The Lamar County Buildings and Grounds Department